

November 4, 1999

MEMORANDUM

SUBJECT: Potential Impact of Year 2000 (Y2K) on the Aerometric Information Retrieval System (AIRS) Data Management System

FROM: John F. Hovell, Chief /s/  
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Edward J. Lillis, Group Leader /s/  
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TO: Air Quality Subsystem (AQS) Contacts, Regions I-X  
Air Facility Subsystem (AFS) Compliance and Emissions Contacts,  
Regions I-X

PURPOSE

The purpose of this memorandum is to request your assistance in a couple of different ways with respect to the Y2K issue and its potential impact on the AIRS data management system.

First, we would like to ask you to encourage the State and local agencies in your Region to submit as much of the Q3-CY-99 air quality and Q4-FY-99 compliance data as possible to AIRS before December 31, 1999. The purpose of the request is to minimize the flow of data in the early days of the new year in the event that any unexpected Y2K problem actually occurs in either EPA or State and local agency data management systems.

Also, we would like your assistance in determining if the data management systems operated by the State and local agencies in your Region experienced any actual Y2K problems in the new year that could potentially impact the flow of data to AIRS. We would appreciate if you would make this assessment during the first week of the new year and submit a copy to Ed Lillis by Friday, January 7, 2000.

## BACKGROUND

There are less than 60 days remaining before the turn of the new millennium. There has been a lot of planning within EPA to minimize the potential of a Y2K problem impacting our data management systems, including AIRS. We have modified AQS and AFS to make them compatible with Y2K, and these changes have been independently verified to be Y2K compliant. We have discussed the Y2K issue with you and State and local agency representatives at a number of AIRS Conferences. We have also developed contingency plans in the event any unexpected problem actually occurs.

### AIRS Data Submittals

It would be helpful if AIRS data were submitted by December 31, 1999. While preparing our Y2K contingency plans for AIRS, we realized that one way to reduce any potential data transfer problem is to minimize the amount of data transferred, especially in the early days of the new year. Air quality data collected during the third quarter of CY-99 (July-September) are required to be submitted within 90 days of the end of the third quarter, or by December 31, 1999. To minimize the potential impact of a Y2K problem affecting any data submitted after January 1, 2000, we are requesting that you encourage the State and local agency contacts within your Region to submit data before the end of December.

Similarly, we would like to ensure that compliance data for the Q4-FY-99 avoid the early days of calendar 2000. The schedule for compliance data is set in a memorandum dated September 15, 1999, AFY 99 End of Year Enforcement and Compliance Data Reporting, from Frederick Stiehl, Director of the Enforcement Planning Targeting and Data Division, to the Regional Enforcement Division Directors and Regional Enforcement Coordinators. Some compliance data (High Priority Violation status and timeliness, and EPA actions) are due by November 30, 1999. Some compliance data (compliance status, State inspections and enforcement actions) are due by December 31, 1999. Again, we are requesting that you encourage the agencies in your Region to submit these data before the end of December to avoid any delay if a Y2K problem unexpectedly materializes in the new year.

### Assessment of State and Local Agency Data Systems in Early 2000

The ability of State and local agencies to continue to submit data to EPA is also of considerable interest to us. I am requesting that you contact each State and local agency in your Region during the first week of the new year and determine if they have experienced any Y2K-related problems that might affect the flow of data to AIRS. Where there is a problem, it would be helpful if you could determine the nature of the problem and the schedule for its resolution. We would appreciate a copy of your assessment by Friday, January 7, 2000. This will allow us to develop a national picture of the expected data flow into the AIRS data management system and will help to determine if we will need to implement any Y2K contingency plan for the AIRS data management system.

If you are not the person to do this assessment, please forward this request to the appropriate person in your Region, as well as to your Regional Y2K Coordinator.

### SUMMARY

A lot has been done to minimize the potential of any Y2K problems materializing in the new year. Although we do not expect any problem, we are requesting your support in implementing the items discussed in this memorandum. You may want to forward a copy of this memorandum to the AIRS contacts in the States within your Region, as well as to your managers.

Please let us know if you have any comments or suggestions. Your assistance is very much appreciated.

cc: Air Division Director, Regions I-X

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